

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, JUNE 10, 1999
8:15 A.M.**

Commissioners Present: Linda Steinman, Acting Chair
Bob Workman
Bernie Heier

Commissioners Absent: Kathy Campbell, Chair
Larry Hudkins, Vice-Chair

Others Present: Kerry Eagan, Chief Administrative Officer
Dave Kroeker, Budget & Fiscal Officer
Bruce Medcalf, County Clerk
Gwen Thorpe, Deputy County Clerk
Ann Taylor, County Clerk's Office

AGENDA ITEM

**1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, JUNE 3, 1999
AND DEPARTMENTAL BUDGET MEETING MINUTES OF TUESDAY, MAY
25 AND TUESDAY, JUNE 1, 1999**

MOTION: Heier moved and Workman seconded approval of the Staff Meeting minutes of Thursday, June 3, 1999 and Departmental Budget Meeting minutes of Tuesday, May 25 and Tuesday, June 1, 1999. On call Heier, Workman and Steinman voted aye.

2 ADDITIONS TO THE AGENDA

- a. Request from Larry Van Hunnik, Lancaster Manor Administrator, to Increase the Salary Range for the Position of Nurses' Aide
- b. Request from Mayor Wesely for Use of Meeting Room 113 on Thursday Mornings

3 COMMISSIONERS MEETING REPORTS

- a. Railroad Transportation Safety District - Heier, Steinman, Workman

Steinman reported that approval was given to construction bids on removal of the "X" Street railroad track between 9th and 19th Streets. She noted that bids for the 8 million dollar project were higher than projected.

Steinman also reported that discussion took place on the State Auditor's concerns with regards to the amount of funds held in reserve to fund delayed projects. She noted that Roger Figard, City Engineer, believes it will be necessary to maintain the 2.6% tax levy, indicating that project funds will be spent within the next six years.

b. Air Pollution Control Advisory Board - Workman

No report was given.

c. Board of Health - Hudkins

No report was given.

4 BUDGET UPDATE (JUVENILE TRANSITION BUDGET) - Dave Kroeker, Budget & Fiscal Officer

Dave Kroeker, Budget & Fiscal Officer, reported that the Juvenile Transition Budget will not be available until next week.

Kroeker briefly reviewed *FY00 Budget, Possible Adjustments to Agency Budgets* (Exhibit A), noting that finalization of the budget is scheduled for Monday, July 12th.

Kroeker reported that District Court Judge Jeffre Chevront, has submitted a recommendation for the purchase of courtroom chairs for the Justice and Law Enforcement Center. Steve Flanders, Project Manager, is researching alternatives and will provide a report to the Board at the Thursday, June 17th County Board Staff Meeting.

Steinman noted that Judith Leech, County Court Judicial Administrator, concurs with Judge Chevront's recommendation, stressing the need for uniformity between the courts.

Kroeker reported that Mike Thurber, Corrections Department, has projected \$300,000 in reimbursement from the State for the custody and maintenance of prisoners, noting there will be no reimbursement for State prisoners serving sentences at the Airpark Facility. He indicated that improvements to the system of tracking of prisoners referred to Adult Probation are needed to insure proper reimbursement.

Eagan reported that LB 637 requires disbursement of child support payments within two days of receipt, eliminating the Clerk of the District Court's practice of waiting to disburse funds until checks submitted in payment clear the bank.

Kroeker stated the Clerk of the District Court has requested creation of a fund to cover any insufficient funds checks received in payment for child support, noting there will be reimbursement by the State. He recommended against this practice, suggesting that the disbursement remain a reconcilable item on the bank statements.

Kroeker indicated that a separate fund will be created for the Rural Enterprise Assistance Program (REAP). He noted that the program's administrator will be responsible for reporting.

Heier voiced concern regarding the County's involvement in a lending program. He also questioned whether construction of the Lancaster County Agricultural Society Events Center would qualify for Economic Development assistance.

5 BENEFITS FOR UNCLASSIFIED EMPLOYEES AND SHERIFF CAPTAINS -
Diane Staab, Deputy County Attorney

Diane Staab, Deputy County Attorney, explained that the County Board reviewed and amended two proposed resolutions adopting benefits for County employees in the unclassified service, which includes Sheriff Captains, at the April 8th County Board Staff Meeting. The Merit Commission held two subsequent meetings to discuss this benefits package and recommended that Sheriff Captains received the same benefits as the unclassified employees they supervise, including holidays, sick leave, vacation, funeral and injury leave. She noted three of the five Sheriff Captains support the Merit Commission's recommendation.

Eagan reported that Susan Gillan, Child Support Referee, has requested that her position be treated the same as bailiffs in the resolution. This would leave approval of vacation, personal holidays and funeral leave to the discretion of the judiciary.

Bruce Medcalf, County Clerk, reported that Gillan currently has 68 hours of vacation accrual.

Staab stated the retirement plan will need to be amended to allow participation upon hire for employees in the unclassified service group.

Board consensus to proceed with the resolutions, as drafted, with the exception of assigning the Child Support Referee the same benefits as those of the bailiffs.

The Board requested Staab to notify Gillan that the first 68 hours of vacation she uses is to be deducted from her vacation accrual.

6 FINAL PLAT NO. 98042, COUNTRY ESTATES, SOUTHWEST 29TH & WEST ROCA ROAD/NEBRASKA HIGHWAY 33 - Mike DeKalb, Planning Department

Mike DeKalb, Planning Department, briefly reviewed County Final Plat No. 98042, Country Estates, a request to create 10 residential lots and one outlot for agricultural use on property at Southwest 29th and West Roca Road/Nebraska Highway 33 (Exhibit B). He noted that clustering in Agricultural (AG) zoned areas is by special permit and in conformance with the Comprehensive Plan.

In response to a question from Heier, DeKalb stated the County Board could request a covenant prohibiting junked cars at the public hearing scheduled for the Tuesday, June 22nd County Board of Commissioners Meeting.

Brief discussion took place on whether the creation of lots in agricultural areas results in additional infrastructure costs for taxpayers.

7 ANNUAL NOXIOUS WEED REPORT - Russ Shultz, Noxious Weed Control Authority Superintendent; Mitch Coffin, State Department of Agriculture

Mitch Coffin, State Department of Agriculture, presented an evaluation of Lancaster County's Noxious Weed Control program (Exhibit C), noting a maximum score of 3400 points was achieved again this year.

Russ Shultz, Noxious Weed Control Authority Superintendent, remarked that the intent is to achieve uniform application throughout the state.

Coffin noted there is also coordination of noxious weed control programs with neighboring states.

In response to a question from Heier, Shultz stated the following weeds have been designated as noxious in Nebraska:

- * Canada Thistle
- * Diffuse Knapweed
- * Leafy Spurge
- * Musk Thistle
- * Plumeless Thistle
- * Spotted Knapweed

Coffin noted that the Noxious Weed Advisory Committee will vote in July on whether to designate purple loosestrife a noxious weed.

Shultz reported the Geographic Information System (GIS) program is operating well in his department, although automation of the interlink between ORACLE (relational database management system) and ArcView and recording of inspection locations is still needed. Testing of digital entry equipment in the field will also take place this year.

8 CONSENT ITEMS

- a. Vacation Requests:
 - 1. Mike Thurber, Corrections Director, for June 17-18, 1999
 - 2. Kit Boesch, Human Services Administrator, for July 2-9, 1999
- b. Microcomputer Request C#99148 for \$3,289.02 for a Compaq Deskpro, Accessories and Software from the County Attorney's Budget
- c. Resolution Denying Application of Liquor License by Jacox Reinsch, Inc.

MOTION: Heier moved and Workman seconded approval of the Consent Items. On call Heier, Workman and Steinman voted aye. Motion carried.

9 ADMINISTRATIVE OFFICER REPORT

- a. Juvenile Detention Facility Update (June 22, 1999 at 9:30 a.m.)

Eagan stated that agenda items include:

- * Assessment Center layout and assumptions
- * Review of key building materials
- * Electronic security survey overview
- * System overview
- * Mechanical system update

- b. Timeline for Development and Implementation of Master Telecommunications and Wireless Towers Ordinances

Eagan reported that the telecommunications consultants will be meeting with industry representatives on Tuesday, July 20th.

The Board scheduled a County Board Staff Meeting, immediately following the regular County Board of Commissioners Meeting, on Tuesday, July 13th, to review drafts of the Master Telecommunications and Wireless Towers Ordinances with the telecommunications consultants. A joint City-County public hearing on the ordinances and resolutions will be held Monday, September 27th.

Eagan reported that Level 3 Communications has an application pending with the County and has agreed to sign an agreement stating they will be subject to any ordinances passed in the future.

ADDITIONS TO THE AGENDA

- a. Request from Larry Van Hunnik, Lancaster Manor Administrator, to Increase the Salary Range for the Position of Nurses' Aide

Workman reported that Larry Van Hunnik, Lancaster Manor Administrator, has submitted a request to increase the salary range for the position of Nurses' Aide to remain competitive in the marketplace.

Board consensus to schedule this item for discussion on the agenda for the Thursday, June 17th County Board Staff Meeting.

- b. Request from Mayor Wesely for Use of Room 113 on Thursday Mornings

Eagan reported the Mayor has requested use of Room 113 on Thursday mornings for scheduling of live press conferences. This would require relocation of the County Board's Staff Meetings.

Eagan will seek further information and report back to the Board.

15 EMERGENCY ITEMS AND OTHER BUSINESS

Gwen Thorpe, Deputy County Clerk, reported that 74 property valuation protests were filed as of June 9th. This compares with 297 in 1998.

16 ADJOURNMENT

By direction of the Acting Chair, the meeting was adjourned.

Bruce Medcalf
Lancaster County Clerk